

# BRUNSWICK COUNTY LIBRARY

## PROGRAM POLICY

The Brunswick County Library sponsors a wide variety of public programs to accordance with its mission to support the informational, cultural, educational, and recreational needs and interests of the residents of Brunswick County.

Programming is an integral component of Library service that provides the following enhancements to the Library's offerings:

- Introduces attendees to Library resources and materials,
- Provides opportunities for lifelong learning,
- Raises the awareness and visibility of the Library to the community,
- Expands the Library's role as a cultural and community center,
- Extends outreach for underserved populations,
- Provides entertainment.

Library programs are open to the public and free of charge.

### **Program Planning**

Library staff consider the following criteria in choosing program topics and presenters:

- Community needs and interests
- Presenter reputation, expertise and/or public speaking/performance experience
- Presentation quality
- Budget
- Space availability
- Relationship to Library collections, resources, services and events
- Historical, cultural, or educational significance
- Connections to other community programs, exhibits or events

Library sponsorship of a program does not constitute an endorsement of the program content or the views expressed by the participants or speakers, any more than the purchase of resources for the Library collection constitutes an endorsement of the resources' content or their creators' views. Complaints concerning programs are to be considered within the same framework utilized for any other disputed Library resource as reflected in the Reconsideration procedures found on the Brunswick County Library website.

Library staff reserve the right to cancel a program due to weather, absence of presenter, low registration or other unforeseen or valid reasons as determined by the staff. Programs cancelled by Library staff are not automatically rescheduled.

Library programs should be non-commercial in nature. The sale of products and services at programs and events are only permissible with prior approval by Library staff under the following circumstances:

- Writers, performers and artists may sell their own works or services at library programs and events in which they participate.
- The Friends of the Library may sell items at library programs and events they sponsor.

### **Registration Requirements**

Many programs will require registration for the purposes of planning and also for abiding by occupancy requirements. Patrons may register for programs by calling the branch or by registering online from the calendar of events on the Brunswick County Library website.

If a patron attempts to register when a program is filled to capacity, they will be added to the waitlist and contacted in the event a registered patron needs to cancel. In that case, patrons will be contacted in the order of placement on the list.

Programs involving physical exercise require a liability waiver to be agreed to at registration.

*Reviewed and adopted by the Brunswick County Library Board of Trustees, September 22, 2025.*